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If you don't already have a login, create one by clicking on **Create Account**. *Be sure to enter your company's name to get access to member benefits.*

3 LOG IN TO YOUR ACCOUNT

Use your email and password to sign into your account.

4 NAVIGATE TO WEBINAR SECTION

Under Educational Webinars, you will see our upcoming topics. Click **Register** to add a webinar to your cart.

5 TELL US WHO IS COMING

Choose from the drop down who you are registering to attend the webinar. To add more than one person, click on **Add Another Registrant**. If the employee you want to add is not in the list, choose **Other** to add them.

6 CHECK OUT

When done adding employees, click **Proceed to Checkout**. Feel free to copy someone on the registration if you would like. Then click **Register**.

TIPS & TRICKS

ENROLL MORE THAN ONE

All employees have access to webinars. Be sure to invite others to watch as well.

MAKE A PLAN

Set up time to debrief with coworkers to share take aways and next steps.

HAVE TO MISS?

Schedules change and things come up. If you need to miss the live recording, check out <https://www.mfrall.com/video-page/>

UPDATE REGISTRANT LIST

If the names on the registrant list are outdated, let us know at ma@mfrall.com

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